

DOD EMAIL UPDATE

NAVFAC/USMC E2E PROCUREMENT CONFERENCE 6-8 NOVEMBER 2007

Presented by: Freda Reilly

OUTLINE



- **DOD EMALL OVERVIEW**
- **DOD EMALL ADVANTAGES**
- **SAMPLE DOD EMALL ORDER**
- **NAVFAC ATLANTIC DEPLOYED CONTRACTS**
- **QUESTIONS?**

DOD EMALL OVERVIEW



- **DOD EMALL (EMALL) is an on-line ordering tool maintained by the Defense Logistics Agency (DLA) at www.emall.dla.mil**
- **EMALL is NAVFAC's required ordering method for IDIQ Facility Support Contract (FSC) Services < \$100K**
- **NAVFAC has approximately 200 FSCs posted on EMALL**
- **Common FSCs are Grounds, Janitorial, Refuse Collection, Snow Removal, Environmental Sampling, etc.**
- **Supported Commands & NAVFAC may order pre-priced IDIQ line items using a Government Purchase Card as a method of payment**

DOD EMAIL ADVANTAGES



- **Facilitates fast and easy direct ordering online at www.emall.dla.mil**
- **Eliminates rotating sources and obtaining quotes**
- **NAVFAC contracts on have been competed or negotiated**
- **NAVFAC Contracting Officer's have determined pricing as "fair and reasonable"**
- **Provides an audit trail for cardholders**
- **Contractor provides cardholder with receipt for each order**

DOD EMALL ADVANTAGES



- **NAVFAC Contracts listed on DOD EMALL by DODAAC**
- **NAVFAC Permission required to obtain access via letter to DLA**
- **Permission granted by local NAVFAC EMALL Coordinators**
- **NAVFAC Contracts contain contract clauses, terms, warranties, local base requirements, and restrictions protecting purchases vs. open market transactions**
- **EMALL encrypted orders ensures secure purchase card transactions**
- **Allow Contractor and Government to update order status**

SAMPLE DOD EMAIL ORDER



Text Viewer

-----BEGIN PGP SIGNED MESSAGE-----

DELIVERY ORDER TO:

NAVFAC Janitorial Template
1322 Patterson Ave. SE
Suite 1000
Washington, D.C., DC
20374
USA

ATTENTION:

703-653-7676 (Voice)
VENDOR CAGE CODE:

TRANSMITTED ELECTRONICALLY TO siransy@us.ibm.com

ORDER NUMBER:

DEMO0032905

1

CUSTOMER SHOPPING

DEMO0000001242

.

NUMBER:

CUSTOMER:

Department of Defense Activity Code N62742
Pasion, Steven
EMAIL Address: steve.pasion@navy.mil
Voice: (808) 474-6317
Fax: <Not Provided>
Department: DoD
Service/Agency: Navy
Major Command: Naval Facilities Engineering Command

2

.

PLACE OF PERFORMANCE:

ADDRESS 24
1234 ANWHERE STREET

3

PEARL HARBOR, HI
96860
USA

.

SHIP VIA:

GROUND

PAYMENT METHOD:

IMPAC 4111 1111 1111 1111
Expires: 4/2005
Name as it appears on card: S PASION

4

.

BILLING ADDRESS:

258 MAKALAPA DR STE 100
PEARL HARBOR, HI
968603134
USA

**** NOTE: Key Data Elements**

1. Supplier Order Number
2. Orderer Name, Telephone and Email
3. Place of Performance Address and Point of Contact
4. Purchase Card (Credit Card) Number, Expiration Date and Billing Address information

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OK

SAMPLE EMAIL ORDER - Continued



Text Viewer

PAYMENT METHOD:
IMPAC 4111 1111 1111 1111
Expires: 4/2005
Name as it appears on card: STEVEN PASION

BILLING ADDRESS:
258 MAKALAPA DR STE 100
PEARL HARBOR, HI
968603134
USA

SPECIFIC INSTRUCTIONS:
Complete within 10 working days after receipt of order. Update scheduled and completion dates/times in Order Status.
Contact Mr. Inspector #1 5555, for access to quarters.

ORDER FOR ITEMS ON CONTRACT:
SP5200FAC9210

----- BEGIN ITEMS FOR DELIVERY -----

LINE NUMBER: 0001
QUANTITY: 1000
UNITS: SF
DESCRIPTION: Carpet or Rug Shampooing for Family
PART NUMBER: A1010
AUX PART NUMBER: A1010
UNIT PRICE: \$0.10
INTERNAL REFERENCE: SP52004188019E
VENDOR REBATE CODE: NONE
NSN:

LINE NUMBER: 0002
QUANTITY: 20
UNITS: EA
DESCRIPTION: Cleaning Window Blinds
PART NUMBER: A1007
AUX PART NUMBER: A1007
UNIT PRICE: \$3.00
INTERNAL REFERENCE: SP52004188020E
VENDOR REBATE CODE: NONE
NSN:

LINE NUMBER: 0003
QUANTITY: 200
UNITS: EA
DESCRIPTION: Interior Glass Cleaning for Family
PART NUMBER: A1013
AUX PART NUMBER: A1013
UNIT PRICE: \$1.00
INTERNAL REFERENCE: SP52004188021E
VENDOR REBATE CODE: NONE
NSN:

**** NOTE: Key Data Elements**

5. Instructions, including Period of Performance
6. Contract Number
7. Order Item Details, including Item Description, Unit Cost, Quantity and Contract Line Item Number


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OK

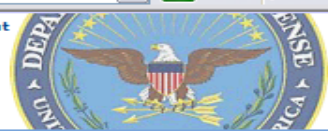
Status Messages - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Address https://emall6.prod.dodonline.net/main/orders/order_detail/supplierOrderDetail.do Go Links

 **1st Choice Support for the Warfighter**
(Federal Buyers Welcome Too!)

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| EMALL Orders | MRA Status |

» Home » Orders » Last Order Search » Purchase Order MOMS00001342696 You are logged in as: **1QL61**

Supplier Order ID	Document Number	Date Entered	Status	Qty	Event Date	Comments	Reporter
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Order Status: Backordered

**** NOTE: When a client signifies acceptance of an order, via Material Receipt Acknowledgement (MRA), a new order status of "Received" will be listed. Once the full quantity has been satisfactorily completed, the Contractor can charge the Government Purchase card through their own financial institution.**

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Version 6.1.2

Done Internet

DOD EMALL ISSUES



- **NAVFAC and Supported Commands continue to have GPC issues**
- **NAVSUPINST 4200.99, Page 1.2, Subparagraph (2)(g) authorizes use of DOD EMALL:**
 - “(2) The purchase card may be used as a method of payment in conjunction with other contracting methods above the micro-purchase threshold for the following categories.....**
 - (g) Placing delivery and task orders (e.g. DOD EMALL) against**
 - competed Indefinite Delivery, Indefinite Quantity (IDIQ)**
 - contracts for orders valued at \$100,000 and below.”**

NAVFAC DOD EMAIL SALES FOR FY04-07



NAVFAC DOD EMAIL Sales by Fiscal Year	Number of Orders	Total Sales
FY04	1446	\$ 686,679.30
FY05	7320	\$ 5,277,627.00
FY06	9536	\$ 10,771,889.96
FY07	9650	\$ 15,895,286.11

NAVFAC ATLANTIC POCs
Freda Reilly (757) 322-4070
freda.reilly@navy.mil

Kathy Busby (757) 322-4079
kathleen.busby@navy.mil



Questions?